
Minutes of the Strata Council Meeting

Grandview & Parkview Courts • Strata Plan LMS 1328

Held on:

Thursday, October 20, 2005

In the Amenity Room at 10523-134th St. Surrey, BC

MINUTES

In Attendance

Ann Chambers - President Holly Chartier – Vice President
Virginia Guay Chris Downs
Trevor Wilson
Brian Spencer - Dorset Realty Group Canada Ltd.

Absent with leave: None

1. Call to Order

The Strata Council President Mrs. Ann Chambers at 7:06 PM, called the meeting to order.

2. Approval of the Minutes of the Last Meeting.

It was **MOVED** and **SECONDED** to adopt the minutes of July 21, 2005.
The MOTION was PASSED

(Note: The Strata Council meeting that was previously scheduled for September 22, 2005 was not held)

3. Business Arising from the Previous Minutes

A question arose about the new kick plates that were installed on the elevator lobby doors at GC. It was confirmed the plates are 6 inches wide as ordered.

4. Regular Business

Property Managers Report

Directives

12 Directives from the meeting held on July 21, 2005 were reviewed.

Small Claims Court Lawsuit-Smahon vs LMS 1328

A mediation hearing was held at the Surrey Courts and no agreement was reached by the parties. The next appearance to be scheduled for both parties will be a Settlement Conference.

Shredding of old documents

The Property Manager provided Council with the sections of the Strata Property Act rules that stipulate the length of time the Strata Corporation must keep documents and records.

Work completed

Unit #217-PC

Repairs have been completed to the floor inside Unit #217-PC at a cost of \$3,440.17. The concrete overlayment on the floor had cracked because of a void that existed between the plywood sheathing and the structural steel beam.

Unit #316 – drywall damage

It was **MOVED** and **SECONDED** to prepare, fill and paint one wall in #316-PC that was damaged due to the construction in Unit #217 above.

The MOTION was PASSED

Unit #1601-GC

A difficult to find water ingress leak has been repaired at a cost of \$2,005.49.

Camera upgrade

3 colour security cameras were upgraded to provide clearer pictures due to varying lighting conditions. Arpel gave a full credit for the cost of the existing cameras.

It was **MOVED** and **SECONDED** to authorize the payment to Arpel Security in the amount of \$2,221.86.

The MOTION was PASSED

Incidents

ICBC has reimbursed the Strata Corporation in full, \$1,462.05, for the damages caused to the perimeter masonry wall as a result of a motor vehicle accident on August 9, 2005 at the corner of 105th Ave. and 134th St.

Building

Latham's report

A Latham's report dated September 14, 2005 indicated that the 2 domestic hot water heaters at GC will be monitored as there are some deposits on the heat exchanger fins.

Latham's contract renewal

It was **MOVED** and **SECONDED** to renew the Latham's contract for a one year including a 1.5% increase.

The MOTION was PASSED

Enterphone

It was agreed that certain service fees will be billed back to an owner or resident where it is found that the cause of the problem with the enterphone is directly related to Telus. This is where an owner has self installed a High Speed Internet connection using a kit or a "smart ring" has been installed for a fax machine or Telus has simply not connected a new installation properly by bypassing the enterphone.

Insurance renewal

The Insurance policy premium has been paid in the amount of \$33,653.00. Last years premium was \$37,664.00. The current Budget for Insurance is \$38,000.00
Deductibles:

1. Water escape and sewer deductible - \$2,500.00
2. Grow-op - \$50,000.00
3. Glass - \$100.00
4. Earthquake - 10%

Camera in PC Exercise room

It was **MOVED and SECONDED** that due to recent vandalism in the PC exercise room; the Manager was directed to obtain a quote to install a security camera.
The **MOTION was PASSED**

Request from Fido

It was **MOVED and SECONDED** to approve the application from Fido-Rogers Shared Operations dated September 30, 2005 to upgrade their network by removing 4 antennas and replacing them with 4 new antennas. 2 of these antennas require relocation close to the original location. All costs will be borne by FIDO.

The **MOTION was PASSED**

Dryer duct cleaning

The dryer vent duct cleaning has been completed on both buildings as of October 21, 2005. It was agreed that the exit vents require improvement. One louver will be removed to improve the air flow. PBEM recommends installing a non metallic vent screen to prevent rusting.

Unit #0308 – dryer vent

It was **MOVED and SECONDED** that it is necessary to improve the efficiency of the extra long dryer duct vent run in Unit #308-GC by installing a booster fan. The ceiling will also be restored that was damaged from the leaking duct.

Discussion: The PBEM Review recommended this improvement. This unit's dryer duct run is extremely long and the moisture laden air cannot move properly over such a long run without the assistance of a fan.

The **MOTION was PASSED**

Grounds

Trees in the planters

It was **MOVED and SECONDED** to ask the Landscaper to remove the dead or dying trees that are in very poor condition in the planter boxes. These planter boxes will be re-planted with flowers. The Landscaper is to do a planting of fall flowers in these boxes only. The landscaper can make recommendations for the spring.

The **MOTION was PASSED**

Financials/Receivables

Financial Statement for September 2005

The operating account balance as of September 30, 2005 = \$52,302.21

The Contingency Reserve Fund balance as of September 30, 2005 =
\$107,250.44

There are 6 strata lots that have liens registered against the title.

Invoice for approval

It was **MOVED and SECONDED** to approve payment to Arpel Security for invoice #25545 dated July 22, 2005 in the amount of \$17,521.80 for the new security access control system.

The **MOTION was PASSED**

Caretaker suite lease agreement

It was **MOVED and SECONDED** to renew the lease agreement for the Caretaker suite, Unit #603-10523 for a 3 year term effective Oct 1, 2005. The lease rate will remain the same for the first year at \$760.00 per month, the 2nd year will be 788.00 and the 3rd year will be \$817.00 per month.

The MOTION was PASSED

2006-2007 annual operating budget

A Preliminary budget discussion took place.

Elevator safety device-PC

It was **MOVED and SECONDED** to Include the installation of 2 electronic door closer detectors at a cost of \$4,800.00 plus GST by ThyssenKrupp Elevator to the elevator doors in Parkview Court.

Discussion: During the closing cycle, there is a mechanical safety device on the doors right now that must strike an object before the doors re-open. Thyssen Krupp recommends these electronic detectors be installed as a safety feature.

The MOTION was PASSED

Caretaker's salary

It was **MOVED and SECONDED** to approve a salary increase of 2.5% for the caretakers effective March 8, 2006 subject to the approval of the proposed 2006-2007 operating budget.

Discussion: A work performance review took place. The Council expressed satisfied with the job the Caretakers are doing.

The MOTION was PASSED

Final budgeting will take place at the November Strata Council meeting.

AGM Items for review

Decorations/decals on doors.

It was agreed to that the specific bylaws or rules that apply to decals and notices on suite doors are adequate so no change to the bylaw was proposed.

The Current Bylaw reads – An Owner or Residents shall not Post any notices, posters and like items on their front unit doors or on any windows if notified by the strata council to remove same;

Receivables report.

The accounts receivable as of September 30, 2005 = \$18,144.82.

It was noted that Unit #115-PC is listed for sale and the Strata Corporation has a lien on this property.

Correspondence

1. A Bylaw letter was sent to PC– throwing cigarette butts.
2. A Bylaw letter was sent to PC – for swearing at the weekend cleaner.
3. A Bylaw letter was sent to – PC about carrying a dog
4. A Bylaw letter was sent to – GC for knocking on the Caretakers door.
5. A Bylaw letter was sent to – GC for Noise.
6. A Bylaw letter was sent to - GC – about carrying a dog
7. A letter was sent to an owner in reply to an administration complaint
8. A Bylaw letter was sent to - GC – for banging on the lobby camera.
9. A Bylaw letter was sent to - #GC – A Demand letter to collect strata fees. \$520.34.
10. A Bylaw letter was sent to - PC – exited the gate without using card.
11. A Bylaw letter was sent to - GC – for stored items on balcony.

12. A Bylaw letter was sent to – GC– for Stored items on balcony.
13. A letter was received about a contractor travelling across a balcony that upset the owner. Steps have been taken and notices will be posted next time.

Requests from owners:

It was **MOVED and SECONDED** to approve that the owner of Unit #310 – PC will not be required to carry their dog. The owner provided a note from a Doctor.
The MOTION was PASSED

It was **MOVED and SECONDED** to approve that Unit #1306 – GC can keep a pet, namely a Miniature American Eskimo dog, 1 ft tall-less than 10LBS.
The MOTION was PASSED

It was **MOVED and SECONDED** to approve that Unit #202 – PC can keep a pet, namely a cat.
The MOTION was PASSED

It was **MOVED and SECONDED** to approve that Unit #207 – PC can keep a pet, namely a cat.
The MOTION was PASSED

#0708 - GC – Council discussed the water problems on the floor of the owners parking stall P-2 #17.

It was **MOVED and SECONDED** to include a $\frac{3}{4}$ vote resolution for approval by the owners at the next Annual general Meeting to expend up to \$10,000.00 from the Contingency Reserve Fund to carry out an investigation using the services of an Engineer to conduct repairs to stop the water ingress into the P2 and the P3 North east parking stalls in Grandview Court.
The MOTION was PASSED

5. New Business

Bylaw contravention Fines

It was **MOVED and SECONDED** to begin to apply the maximum fine of \$200 for all bylaw contraventions as permitted in the Bylaws.
The MOTION was PASSED

Traffic light needed

It was **MOVED and SECONDED** to forward the letter, that was drafted by Council member, to the City of Surrey requesting that a traffic light be installed at the intersection of 105A Ave, and 134th St.
The MOTION was PASSED

Bike racks

The Manager was requested to obtain an updated quotation to install proper bike racks in PC and GC.

Hardship request

It was **MOVED and SECONDED** to grant hardship for a 12 month period to the owner of Unit #1406 GC.
The MOTION was PASSED

Class action lawsuit-CMHC

An application has been made by lawyers seeking approval from the courts to start a Class Action Lawsuit against CMHC for damages caused to owners of leaky condos. A member the Strata Council responded to an ad regarding this matter. The lawyers wanted to interview six people who were affected by a leaky condo problem. It was **MOVED and SECONDED** to grant Ms. Guay permission to provide the lawyers for the class action lawsuit with a copy of the building envelope report for Grandview and Parkview Courts.

Discussion: Council contacted the Strata's lawyer, Mr. J. Mendes to see if there are any legal implications pertaining to the former settlement agreement. Mr. Mendes assured the Council that he had made allowances for just this eventuality in the previous settlement agreement on behalf of the owners of LMS 1328.

The MOTION was PASSED

Parking rules - amendment

It was **MOVED and SECONDED** to amend the parking rules 4.1. To add:
"A vinyl runner can be placed beneath the metal pan."

The MOTION was PASSED

4.1 will now read:

4.1 Parking Stall Floor Cleaning.

- a) Vehicles considered to have "minor substance leaks" may remain in the parkade providing prior permission from the Caretaker has been obtained. This permission is subject to all leaking substances being collected in a metal pan similar in nature to an aluminium-baking sheet or arrangements satisfactory to the Caretaker. **A vinyl runner can be placed beneath the metal pan.** The metal sheet (or other material) is to be kept wiped and cleaned often enough to present a reasonably neat appearance at all times. This permission may be rescinded at the discretion of the Caretaker and/or the Owners/Tenants, Residents and Occupants may be requested to remove the vehicle from the parkade.

Sidewalk sinking

The manager will to contact the City of Surrey because along 134th street, the sidewalk in front of the east side GC is sinking.

Invoice for approval

It was **MOVED and SECONDED** to approve payment of the PBEM invoice #05-333 for services for the Maintenance Review and report dated October 19, 2005.

The MOTION was PASSED

Sanitary system cleanouts

It was **MOVED and SECONDED** to award the contract to Benchmark Mechanical to complete the cleaning of the Boston cleanouts in the parkades of Parkview for \$1,490.00 and Grandview Court for \$2,290.00.

Discussion: There have been 2 incidents of near sewer backups lately. It is recommended the cleanouts be done as soon as possible.

The MOTION was PASSED

6. **Adjournment**

There being no further business the meeting was adjourned at 10:02 PM until the next **BUDGET** meeting to be held on **Thursday November 24, 2005** at 7:00 PM in the amenity room at 10523 134th St., Surrey, BC.

Respectfully Submitted - Dorset Realty Group Canada Ltd.

If you require information regarding your strata maintenance fee payment account, please call the accounting department at Dorset Realty Group Canada Limited @ 604-270-1711 ext 125;
Fax 604-270-8446 or e-mail general@dorsetrealty.com

**To all owners: these minutes hold historical information and form an important part of information that may be required by you when it comes time to sell your strata lot or to arrange future financing.
It is recommended that you keep all the Minutes of all meetings and the Annual General Meeting minutes in a safe place for future reference.**